



Topsfield Finance Committee  
Minutes to the Meetings  
February 11, 2013

- I. Call to Order:** Mark Lyons, Chairman, called the meeting to order at 7:00 PM, with Heidi Bond, Paul Dierze, Karen Dow, Kathy Hartmann, Jon Guido, and Dan Shugrue present. Also present were Health Agent John Coulon, Chairman of the Topsfield Elementary School Committee Jeanine Cunniff, Selectmen Ken Vogel, Richard Gandt, and Laura Powers, Parks and Cemetery Superintendent Stephen Shepard and Town Administrator Ginna Wilder. Parks and Cemetery Board Member Steve Mscisz joined the meeting at 7:40 PM.
- II. Minutes:** A motion was made by Heidi Bond to accept the February 4, 2013 minutes, seconded by Karen Dow, voted in favor 7-0.

**III. Department Head Budget Presentations:**

Selectmen  
Board of Health  
Parks and Cemetery

During the Selectmen presentation, discussion focused on budget items related to hiring a new town administrator.

Selectman Richard Gandt asked FinCom to discuss the solid waste contract with JRM.

Discussion focused on pros and cons of putting contract out to bid. Mark Lyons asked Richard Gandt to provide the Finance Committee with a summary sheet on the issue.

During the Board of Health presentation, discussion focused on the need for a funding mechanism for about \$5,000 for public vaccinations. A recommendation from the Selectmen will come back to the Finance Committee.

During the Parks and Cemetery presentation, discussion focused on maintenance and repair costs for Pye Brook park that are not covered in the Weston and Sampson contract and possible warrant article to cover costs: \$20,000 for FY14. Discussion of request for \$2,000 reserve fund transfer.

**IV. Upcoming Schedule of Department Head Budget Presentations:** The Department Head budget presentations to the Committee will continue as follows:

February 25, 2013  
7:00 PM Elementary Schools

March 4, 2013  
7:00 PM Masconomet

**V. Government Review Committee Update:** There is no further information to report on the GRC at this time.

**VI. Upcoming Meeting Schedule:** The next meetings of the Committee will occur on February 25, 2013, and March 4, 2013 at 7:00 PM in the Proctor School Teachers Lounge.

**VII. Other: Mark Lyons** asked Selectmen to provide FinCom with amounts for other costs on possible warrant items that are not capital or bonded.

**VIII. Adjourn:** A motion was made by Karen Dow to adjourn at 9:13 PM, seconded by Paul Dierze, voted in favor 7-0.

Respectfully submitted,  
Kathryn Hartmann